

**DESIGN REVIEW ADVISORY COMMITTEE  
SPECIAL MEETING MINUTES  
THURSDAY JULY 30, 2015  
ROOM 400  
TOWN HALL, WEST HARTFORD, CT**

**CALL TO ORDER:** 4:30 P.M.

**ATTENDANCE:**

**DRAC:** Jeffrey Gebrian, Chair, Members: Sheldon Crosby, Vice Chair, Matthew McGrath, Fred Fritz, and Kimberly Parsons-Whitaker

**Staff:** Todd Dumais, Town Planner, Catherine Dorau, Associate Planner

**REFERRAL FROM TOWN PLANNER:**

1. 1855 Albany Avenue – Application (SUP #1277) of Cellco Partnership dba Verizon Wireless (Kenneth Baldwin, Esq.) seeking a Special Use Permit to authorize the installation of six (6) antennas inside a new Calvary Church steeple and construct a 12'x30' equipment shelter near the southeast corner of the Church building. (Submitted for DRAC receipt on July 30, 2015.) **DRAC recommended approval. Motion/Crosby; Second/McGrath (Vote: 5-0).**

The Town Planner, Mr. Dumais briefly explained the proposal for the installation of six (6) antennas inside a proposed new steeple to replace the existing one and the construction of an equipment shelter, retaining wall and additional landscaping. The Applicant's representative Attorney Kenneth Baldwin spoke briefly and introduced Carlo F. Centore, P.E., Centeck Engineering, to present the application. The proposed location of the new steeple was moved south from its original location and is now shown at a 2'-9" offset from where the original steeple was located. The height remains at 60 ft. but the structure was reconfigured to reduce the overall proportion of the structure. This was in response to staff comments.

The materials to be used on the steeple were described as fiberglass with a smooth finish to match the color and finish of the existing steeple. The equipment shelter's proposed brick will match, as close as possible, the existing brick of the church. The generator back-up for the antennas will be housed in the equipment shelter and the retaining wall will be a Versa-Lok design. The cycle of the generator will be tested monthly typically on a mid-day time schedule. DRAC requested some additional screening be considered along the west side of the proposed building. DRAC suggested working with the church for a landscape design that would blend the new building/plantings as much as possible with the existing landscape.

**APPROVAL OF MEETING MINUTES:**

- Thursday, July 9, 2015 – **Tabled to next scheduled meeting**

**ADJOURNMENT:**

4:50 P.M.

